

Inside This Issue

Page 2

SLND-Guarantor Bulletin Update
NDASFAA Update
SLND-Guarantor Questions & Answers

Page 3

Discontinuation of Disaster Letter
HECN - Student Info Systems Report

Page 4

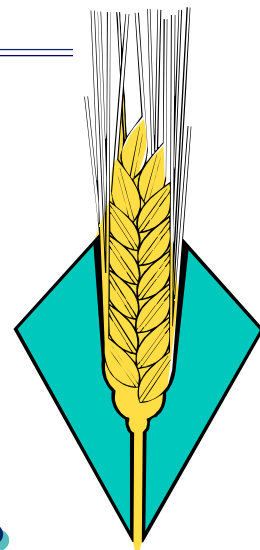
Did You Know? PSA's
Who's Coming and Going at SLND?
SLND's Employee of the Month
Upcoming Events

Page 5

EDE News from HECN

Prairie Publications

Volume 11, Issue 10
October 1999



Financial Aid Updates Scheduled for November

*by Bob Neas, Director of Financial Aid
North Dakota State University*

The North Dakota Association of Student Financial Aid Administrators is sponsoring financial aid information updates for high school counselors and other student affairs personnel. These workshops will be held on November 16-18. The sites and dates for each of the workshops are as follows:

November 16

Minot

Dale Gehring, Coordinator
Student Union
(Missouri & Metegoshi Rooms)
Minot State University

November 17

Grand Forks

Peggy Pazderic, Coordinator
Englestad Arena Loft
University of North Dakota

Dickinson

Sandy Klein, Coordinator
North Campus
(1679 6th Ave. W. - Room 103)
Dickinson State University

November 18

Fargo

Bob Neas, Coordinator
Alumni Center
(Reimers Room - Lower Level)
North Dakota State University

Bismarck

Charlene Schuchard, Coordinator
Student Union
(Prairie Room)
Bismarck State College

Devils Lake

Katie Nettell, Coordinator
Heritage Hall
Lake Region State College

Registration for the workshops will begin at 8:30 a.m. with the program starting at 9:00. Agenda items will include the FAFSA changes, asset planning and reporting, scholarship information and searches, student debt issues and financial aid estimators on the Web.

Please mark your calendars and plan to attend one of these sessions. Registration information will be mailed in October. Should you have questions, please feel free to contact Bob Neas, Financial Aid Director - NDSU at (701) 231-7536 or e-mail to <rneas@gwmail.nodak.edu>.

Don't Forget to Register!

*by Wally Erhardt, Associate Director
SLND-Guarantor*

Does it seem like work has become information overload? With the Internet and e-mail, and not to mention the good old standbys—regular mail and phone calls, some days do seem a bit overwhelming! Plus, we can't afford to miss anything because it is our job to stay current on everything!

Good News! The Department of Education recently announced an enhancement to their IFAP web site where users can be notified automatically when new information is added to the site. All you have to do is register on their home page

Continued on page 2

Continued from page 1

under the Reference Desk section. By selecting "Subscription Options" you can choose one or more categories to receive updates which will be sent within 48 hours when new postings appear.

Hopefully this will assist you to siphon through some of the information a little faster.

SLND-Guarantor Bulletin Update

by Holly Schirado, New Loans Supervisor
SLND-Guarantor

SLND-Guarantor Bulletin #4-99 dated September 21, 1999 contained the following information:

- The discontinuation of Department of Education Disaster Letters.
- The T-Bill rate for the quarter ending June 30, 1999 is 4.60%.
- *Common Manual* updates included: reporting requirements of social security number changes; definition requirements of full-time enrollment; clarification of consummated and unconsummated disbursements; effective date of CCI; three-day disbursement delivery requirements; granting in-school deferments; and, clarification for the final demand letter.

If you did not receive a copy or would like additional copies of the bulletin, please contact Holly Schirado at (800) 472-2166 ext. 85751, locally at 328-5751, or e-mail to <hschirad@pioneer.state.nd.us>.

NDASFAA Update

by Bruce Helgerud, President - NDASFAA

Greetings!

Many things going on. New developments - New opportunities. Remember the High School Counselors Workshops in November. Make your plans to attend the one that best works for you. Are you ready to go to the 1999-2000 RNASFAA Conference? When: October 17-20, 1999; Where: The Dixie Center, St. George, Utah; Theme: "Bedrock to Redrock." Informative and fun—the agenda is on the RNASFAA Web Site. SEE YOU THERE!

The RNASFAA Decentralized Training (Fall Session) is titled Ready, Set, GO! It will be about the "highlights of the proposed regulation that resulted from negotiated rulemaking" including the return of Title IV funds, Americorps\VA (are you ready for this, Dale?), campus crime disclosures, information dissemination requirements, student eligibility related to home schooling, drug related convictions (Charlene are you ready for this?), Federal Work Study and Community Service, and various loan issues. In addition to those topics, we will be trying to understand the NEW Campus-Based Programs Funding Formula Changes for the 2000-2001 Award Year. Hopefully, ALL will be revealed (or at least a higher level of confusion can be achieved). Please plan to attend and—PLEASE bring all your questions and any answers you may have found. The North Dakota Training Session will be December 1 and 2, 1999. The location will be Clifford Hall on the University of North Dakota Campus and starting time will be 1:00 p.m.

on the 1st of December. More details will be sent out as soon as we can make it available. It appears that there will also be a Spring Session to cover in detail the 2000-2001 application materials and procedures as well as other details we will want to know about. Please plan to attend BOTH the Fall and Spring sessions so you will not miss out on the latest Department of Education information.

Then there is still that Budget Resolution for FY2000, with the up to 18% cut in the Title IV assistance programs, the Y2K situation, the Veteran's Matching glitches, as well as those darn Chapter 30 Veterans Benefits, etc. which seem to be around to keep us busy and entertained. HAPPY October. ENJOY those goblins and ghosts and don't eat all the candy yourself!

SLND-Guarantor Questions & Answers

Q. When SLND-Guarantor receives PLUS loans electronically from the school, will the loan guarantee prior to the lender's approval of the credit history?

A. No. PLUS applications received electronically will process a notice indicating that a credit analysis is required. SLND-Guarantor notifies the appropriate lender for the credit analysis and awaits notification of the credit approval or denial prior to completion of the guarantee processing.

Continued on page 3

**Prairie
Publications**
STUDENT LOANS OF NORTH DAKOTA
ATTN: Program Development
PO Box 5524
Bismarck, ND 58506-5524

Administered by Bank of North Dakota
overseen by
North Dakota
Industrial Commission
GOVERNOR
Edward T. Schafer
ATTORNEY GENERAL
Heidi Heitkamp
COMMISSIONER OF AGRICULTURE
Roger Johnson

PRAIRIE PUBLICATIONS

By Student Loans of North Dakota is a newsletter circulated to lenders, college financial aid and admissions personnel, high school guidance counselors, other guaranty agencies, and individuals needing information about student loans. To obtain a copy, please write to Prairie Publications, c/o Student Loans of North Dakota, PO Box 5524, Bismarck, ND 58506-5524. All articles are of the writer's opinion and should not be construed as Student Loans of North Dakota policy unless so stated.

Continued from page 2

Q. *When loans are received electronically for the Master Promissory Note and the PLUS loans, will the lender receive a copy of the school certification data?*

A. No. The lender will receive the loan data on the Notice of Loan Guarantee and Disclosure Statement, and the application provides the lender with the additional data that is required, such as references and birth date.

Q. *How do I enter both a Refund and a Revision for the same transaction on SLND's Cancel/Revision screen?*

A. You will be using a Transaction Type 3. You must enter the Refund amount, the original first disbursement amount, and the reduced remaining disbursement amount(s). The total in the New Loan Recommended Amount should equal the sum of the disbursements that you listed on the screen. In the Disbursement Check(s) or Refund amount returned field, an "R" must be entered.

Discontinuation of Disaster Letters

*by Wally Erhardt, Associate Director
SLND-Guarantor*

On August 3rd, the Department of Education announced that holders of student loans will now decide what constitutes a natural disaster for purposes of issuing administrative forbearance. Previously, DOE made these determinations and, as you may be aware, over the past few years these announcements have been very frequent due to the inclement weather the country has been experiencing.

For borrowers requesting temporary relief, a forbearance for

up to three months may be granted. Lenders granting an administrative forbearance are required to document in the customer's file the reason for the action. Continuation of the forbearance beyond the initial three-month period then will require lenders to obtain supporting documentation and a written agreement from the borrower.

This change was a recommendation of negotiators during the negotiated rulemaking meetings recently conducted.

HECN - Student Information Systems Report

*by Charles Fjeld
Admissions/Registrar State Trainer*

We have just completed a rather bumpy third-week reporting cycle. Problems associated with the system were the cause. By way of an explanation, I thought I'd take the time to tell you what has happened.

As you all know, in the fall semester of each academic year, running of third-week enrollment reports requires the creation of a Student Right to Know cohort. This fall, when the first school on a system (there are two administrative computing systems within HECN; system A and system B) ran the Right to Know cohort creation program, problems were created throughout the rest of the institutions that run on that computing system. System A schools include: Bismarck, Bottineau, Dickinson, Mayville, Fargo, Wahpeton, and Valley City. System B schools include: Devils Lake, Minot, Grand Forks, and Williston.

Problems were created at other schools running on a system because the Right to Know cohort creation program was not secured by value. That means, the program did its job for the institution that was running it; however, it then went on and did the same job at all the other schools on

the system (either A or B). If other schools on that system were not ready, data was compromised. When those other schools then went to do their cohort creation, the compromised data for their institution resulted in the program being unable to complete its work.

All jobs within HECN are supposed to be "secure by value" so that running a program on one campus cannot alter data on another. The Right to Know cohort creation program has been made to work this way.

Now, you might be asking why this has not been a problem before? Good question. Since HECN went to its current systems and software, the database manager that has been in place (that is software also) has had within it a "security by value" function that has kept institutional data institutional. The need to make the database manager Y2K compliant required that it be upgraded to a new version. This occurred in February of 1999. At that time, the database manager could no longer perform the "security by value" functions that have always been associated with this product in the past. It actually could have, but performance (length of time it would have taken to run a program) would have been so degraded that a decision was made to no longer do the "security by value" function within the database structure. Instead, it was decided to make each program within HECN secure by modifying the programs to perform the "security by value" function as part of their design.

The program to create the Student Right to Know cohort was missed as the programs were modified to make them self-reliant in the "security by value" function. And that is the explanation of why there were problems with this process during the current fall semester's third-week reporting time frames.

Hope this helps you understand the complexity of our system a bit better and aware of what occurred to make third-week exciting.

Did You Know? PSA's

The following Public Service Announcements will be used in October. These messages are a service of Student Loans of North Dakota, administered by Bank of North Dakota, and are "designed to meet your student loan needs." If you have an idea or suggestion on a PSA you would like us to use, or if you have comments on previous ones, please call Beth or JoAnn in Program Development at 1-800-472-2166 ext. 85653 or 85619.

Did you know there are several payment methods available to student loan borrowers? The easiest method is through the Automated Clearing House (or ACH). ACH payments are deducted from a checking or savings account each month. There is no fee; you don't pay for checks, envelopes, or postage; and there is never a late charge. Your lender may also offer coupon books or billing statements. Contact your lender to find out what is best for you.

Did you know there is a toll-free number available for information about any post-secondary school, college, or university? If you are interested in furthering your education and have questions about deadlines, a school's curriculum, how to apply for admission, financial aid sources, or any other questions related to post-secondary education, you can call College Information Service at 1-800-554-2717.

Did you know a Stafford student loan borrower who withdraws from school, falls below half-time, or graduates has a 6-month grace period before payments begin? If the student returns to school at least half-time after the 6-month grace period has expired, it is the student's responsibility to contact the lending institution to arrange for a possible postponement of payments. Remember, if the student borrows another loan, a 6-month grace period is given only to the new loan.

Did you know College Information Service can conduct a scholarship search for you at no charge? Higher education expenses may have you wondering about financing your education. College Information Service can help you find scholarships. If you are interested in learning more about a free scholarship search, contact College Information Service at 1-800-554-2717.

Who's Coming and Going at SLND?

Rhonda Jacobs has been hired as a Receptionist for SLND-Loan Servicing. Rhonda most recently worked at Cumulus Broadcasting as a sales assistant for the past nine months. She completed her BA degree in Finance from Minot State University in May of 1998. Prior to Rhonda going back to school, she worked as a secretary for Vocational Rehabilitation in Minot for nine years, and as a secretary for Ward County Sheriff's Department for five years. She's been married to Jeff Jacobs, Financial Aid Director at the University of Mary in Bismarck, for three and a half years and has two stepdaughters, Rosa and Jessica. In her spare time she likes walking, riding bike, playing family games, putting together puzzles, visiting with friends, etc...

Welcome and Good Luck!

Beth Elkin was recently married on September 9. Her last name is now Boustead. Beth's new e-mail address is <boustea@state.nd.us>.

Congratulations!

SLND Employee of the Month

Shirley Vetter has been chosen as Employee of the Month for October. Shirley began her employment with SLND in August of 1998 as an Administrative Clerk/Receptionist for the Loan Servicing area.

It's very difficult when dealing with the public on a daily basis; to maintain your enthusiasm, friendliness and assistance...not true with Shirley. Her attention to details and pertinent requests is number one for each customer!

Shirley has a warm smile at all times. She's a good listener and her ability to be a problem-solver for our customers helps all of us.

Congratulations!



October 7

"Power Up for 2000: Application and Delivery Systems Update"
Videoconference

Bismarck State College

Room 216 - Voc-Tech Building
12:00 p.m. until 1:50 p.m. CT
Contact: Cindy Rohrick, BSC at
(701) 224-5410 or e-mail to
<rohrick@gwmail.nodak.edu>

Dickinson State College

North Campus
11:00 a.m. until 12:50 p.m. MT
Contact: Sandy Klein, DSU at
(701) 483-2566 or e-mail to
<sandy_klein@eagle.dsu.nodak.edu>

October 17-20

1999 RMASFAA Conference,
Dixie Center, St. George, UT

November 16-18

NDASFAA High School
Counselor Workshops

EDE News from HECN

by Tricia Campbell
NDUS, HECN-SIS, Grand Forks, ND

Greetings from HECN! I hope that everyone's school year is off to a good start. Like all of you in your areas of expertise, we have been busy with the usual "beginning of the school year" questions. However, there

has been a different twist this school year with the implementation of the new Recipient Financial Management System (RFMS). We have been very pleased with the results of this implementation thus far and anticipate smooth functioning from here on out. We have just completed our first formal training with the schools from the Western part of North Dakota and found it to be a very successful endeavor for all involved. We should have completed our training for the Eastern schools by the end of September. Due to this being such an important project for HECN, I have decided to print some (hopefully) helpful hints that came up in the training sessions regarding issues related to the RFMS process.

Q. *I heard there is a RFMS website. What is the address?*

- A. The address is <<https://www.pellgrantsonline.ed.gov>>. This site will allow schools to check batch status and their own authorization level. The initial password is the school's IAS pin number and the Financial Aid Administrator's User ID is the school's six-digit Pell ID number with the alpha code FA preceding it (i.e., FA999999).

Q. *What is an MRR (Multiple Reporting Record)?*

- A. An MRR is a record created by the RFMS which identifies originations and/or disbursements being reported by more than one institution for the same student. It is designed to provide institutions with pertinent information to identify and resolve potential overaward payments and concurrent enrollments before they occur.

Q. *What is an ESOA (Electronic Statement of Account)?*

- A. The ESOA details your school's Federal Pell Grant spending authorization and the amount expended to date. The ESOA is produced whenever the Federal Pell Grant program adjusts your current Federal Pell Grant authorization. You will not necessarily have a new ESOA every time you have a batch processed, as the processing of a batch doesn't always result in a change to a school's current Federal Pell Grant authorization. After you exceed your initial authorization you will automatically receive an ESOA via EDE.

Q. *How do I notify RFMS that a student will not be attending and we won't need the Pell award after all?*

- A. First of all, the software will not allow users to delete an accepted origination record. You can zero out an accepted origination by changing the "award amount for the entire school year" to \$0. As long as no disbursement records have been processed for this student, it is not necessary to send a changed origination record.

Q. *How do I correctly do less than half-time Pells?*

(Pell costs, by regulation, must be equal to the cost of attendance for a full-time student even if the student is not full-time.)

- A. Here's the procedure to follow:

1. Enter the ISIR by batch or manually
2. Budget the student by batch or manually
3. If less than full-time, enter the full-time Pell costs on FI65 via OPTION 2
4. Run batch Pell (FI315)

Continued from page 5

Q. I submitted corrected Pell disbursement records. I have the origination acknowledgment back, but no disbursement. How do I find out what happened to these?

- A. You can confirm that it is there and set up a specific request to download the file with the “Mailbox Query” view in EDconn32. Procedures for checking and setting up file requests with Mailbox Query areas are as follows:
1. Select Transmission/Now and wait for the transmission to complete. Your Transmission Queue can be empty for this step.
 2. Open your Mailbox Query View by selecting File/New/Mailbox Query and clicking OK.
 3. The files shown are the files that are currently in your mailbox.
 4. To create a specific request for a particular file click on the checkbox next to the file under the “Move to TQ” column. This can be done for more than one file at a time.
 5. Exit or close out of the Mailbox Query View.
 6. Verify that the file requests have been posted to your Transmission Queue and select Transmission/Now to pull down the files.

Q. How do I re-originate a file?

- A. Follow these instructions to re-originate a file:
1. Go to FR80 and check if the student has an origination date and an origination acknowledgment date. If so, go to FI65 and enter a “Y” next to re-send origination.
 2. If the student has an origination date, but no origination acknowledgment date, you must wait for the acknowledgment to be processed before re-originating.
 3. To re-originate in all cases, enter a “Y” next to re-send origination on FI65.

Other helpful award letter hints:

- If an award letter prints for a student and no awards print on the letter, be sure to verify that the student actually has an award(s). If so, let HECN know so we can check as to whether the student has two NAID numbers on file or multiple award files.
- If the award letter prints and no awards appear, make sure to check the parameter card. There are two FY’s on the P2 parameter card and one is so far to the right it’s off the screen. Be sure to look at this and make sure it’s the same as the first year. This happens frequently when summer and AY are both running.

Hope this helps out a bit. Have a great October!

